



INDIANA DEPARTMENT OF TRANSPORTATION

Driving Indiana's Economic Growth

100 North Senate Avenue
Room N955
Indianapolis, Indiana 46204-2216 (765) 412-0504

Mitchell E. Daniels, Jr., Governor
Michael W. Reed, Commissioner

December 15, 2009

Re: Local Highway Safety Improvement Program - "Call for Projects"

This is to notify you that the Indiana Department of Transportation (INDOT) will be accepting applications for federal safety funds for local projects on local public roads maintained by counties, cities and towns.

You must complete the application according to the requirements set out in the *Local Highway Safety Improvement Program Project Selection Guidance dated July 31, 2009*, located at: <http://www.in.gov/indot/div/engineering/shsp.htm>.

Metropolitan Planning Area Process:

All counties, cities and towns within a Metropolitan Planning Urbanized Area will submit their application to their Metropolitan Planning Organization for approval to be considered for funding. Failure to do so and to receive confirmation will result in an ineligible application. Each application packet that has been approved by the relevant MPO will be submitted electronically to the designated FTP site no later than Midnight February 25, 2010.

Rural Group III and Group IV Process:

All rural Group III and Group IV communities that are located outside the urbanized area of Metropolitan Planning Organizations (MPOs) will submit their applications to the LTAP HELPERS Project for review of eligibility to be considered for funding. Failure to do so and to receive confirmation will result in an ineligible application. The HELPERS Project will submit those eligible candidate projects electronically to the Office of Traffic Safety by February 25, 2009.

A Rural Group III community must have a population greater than 5,000 and less than 50,000 (based upon the U.S. Census Bureau's 2000 data) and a Group IV community will have a population of 5,000 or less or be a county government.

Each Local Public Agency (MPO areas and rural areas) must designate a Certified Employee in Responsible Charge (ECR) as defined in Chapter 10 of the *INDOT-LPA Process Guidance Document* at <http://www.in.gov/indot/div/projects/LPASection/guidanceDocument.htm>. If the LPA does not have an ECR they must get at least one employee certified by March 2010 to qualify for this call. Information on the certification process is available through INDOT Local Programs Division or at the LTAP web site located at: <http://rebar.ecn.purdue.edu/LTAP/Training/Brochure/LPA%20SeptDec09.pdf>

An applicant may submit a maximum of 20 pages of supporting documents with each application. The maximum award from this "Call" to any applicant for the Rural Group III and Group IV programs is \$500,000 in federal funds.

Applications from communities which owe INDOT money which is more than 60 days past due will not be considered. An LPA which resolves its past due account will be eligible for award. An LPA may contact the appropriate INDOT District Local Programs Coordinator to discuss its past due account.

<u>District</u>	<u>Contact</u>	<u>Telephone</u>	<u>e-mail</u>
Crawfordsville	Joe Spear	(765) 361-5228	jspear@indot.in.gov
Fort Wayne	David Armstrong	(260) 969-8277	darmstrong@indot.in.gov
Greenfield	Shahnaz Afzaal	(317) 467-3973	safzaal@indot.in.gov
LaPorte	Marcia Blansett	(219) 325-7564	mblansett@indot.in.gov
Seymour	Brandi Fischvogt	(812) 522-5649	bfischvogt@indot.in.gov
Vincennes	Jaclyn Foote	(812) 895-7393	jfoote@indot.in.gov
	Calvin Evans	(812) 895-7307	cevans@indot.in.gov

The following documents are posted on INDOT's website (<http://www.in.gov/dot/div/legal/rfp/LPASection>):

1. Procedure for Local Federal Aid Programs
2. Inventory of Group III projects, including current amount of federal funds allocated.
3. INDOT LPA Process Guidance Document.

Federal funds are available immediately for existing fully developed and partially developed and new projects that meet requirements for federal aid. The federal fiscal year assigned for project letting will be determined at the time of project approval.

Federal safety funds will be apportioned by INDOT according to the approval of the multi agency Highway Safety Advisory Committee (HSAC).

If you have any questions regarding the application process, please contact the Local Programs Coordinator for your district.

Sincerely,



Michael A. Holowaty, P.E.
Manager
Traffic Safety Office